REGULAR MEETING – MONDAY, JULY 7, 2008 COUNCIL CHAMBERS AT CITY HALL – 500 CASTRO STREET 6:30 P.M.

1. CALL TO ORDER

2. ROLL CALL

Task Force Steering Committee Members: Steven Bishop, Yvonne Farrell, Sue Graham, Deb Henigson, Cynthia Kapphahn, Bruce Karney, James Kempf, Aileen La Bouff, Marn Yee Lee, Ignacio Martin-Bragado, Randy Potter and Janis Zinn.

City Staff: Steve Attinger, Environmental Sustainability Coordinator; and Joan Jenkins, Transportation and Policy Manager.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Task Force Steering Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Task Force Steering Committee from acting on nonagenda items.

4. MINUTES APPROVAL

Minutes for the June 23, 2008 meeting have been delivered to the Task Force Steering Committee members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

5. **NEW BUSINESS**

5.1 WORKING GROUP FINAL RECOMMENDATIONS DISCUSSION

Overview:

The Baseline and Measurements working group will receive comments and field questions about its first draft final recommendations report.

Recommendation: None. HIRING A CONSULTANT 5.2.A Overview: The Task Force will discuss if it needs to hire any consultants to develop costs for the working group recommendations' fiscal and environmental impacts. **Recommendation:** None. HIRING A CONSULTANT 5.2.B **Overview:** The Task Force will discuss the range of items for which consultants would calculate the fiscal and environmental impacts to determine what type of consultants would be required. **Recommendation:** None. 5.2.C HIRING A CONSULTANT **Overview:** The Task Force will identify which working group recommendations consultants would evaluate.

5.2.D HIRING A CONSULTANT

Recommendation:

Overview:

None.

The Task Force will discuss the budget available to hire consultants.

	Recommendation:
	None.
5.2.E	HIRING A CONSULTANT
	Overview:
	The Task Force will discuss whether to form a subteam to identify consultants and manage the consultant process.
	Recommendation:
	None.
5.3	FISCAL AND ENVIRONMENTAL CALCULATIONS
	Overview:
	The Task Force will identify and agree on the appropriate size "buckets" for fiscal and environmental impacts and determine what factors should and should not be included in the calculations.
	Recommendation:
	None.
5.4	TASK FORCE SCHEDULE
	Overview:
	The Task Force will review the current schedule and adjust as necessary.
	Recommendation:
	None.

5.5.A FINAL REPORT

Overview:

The Task Force will discuss what needs to be in the final report and how it should be organized, vis-à-vis the current format of "Introduction, Recommendations 1-10, Appendices."

Recommendation:

None.

5.5.B FINAL REPORT

Overview:

The Task Force will discuss whether and how to form a final report subteam and identify volunteers as appropriate.

Recommendation:

None.

6. TASK FORCE STEERING COMMITTEE/STAFF COMMENTS, QUESTIONS AND REPORTS

No action will be taken on any questions raised by the Task Force Steering Committee at this time.

7. ADJOURNMENT

SPA/9/PWK 916-07-07-08A-E^

AGENDAS FOR BOARDS, COMMISSIONS AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Transportation, Property and Policy Division of the Public Works Department at (650) 903-6311.
- Interested persons may review the agenda and staff reports at the Public Works Department counter beginning at 4:00 p.m. the Friday evening before each regular meeting. A copy can be mailed to you upon request. Staff reports are also available during each meeting.
- SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990
 Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Public Works Department at (650) 903-6311 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE**—Any writings or documents provided to a majority of the Environmental Sustainability Task Force Steering Committee regarding any item on this agenda will be made available for public inspection in the Public Works Department, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission or Committee on a nonagenda item may do so during the "Oral Communications" part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.